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WAR RECORDS OF MICHIGAN

What are you doing to help Michigan preserve her war records?

Bulletin No. 10

MICHIGAN HISTORICAL COMMISSION
Lansing, Michigan
1919

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MICHIGAN WAR RECORDS

Plan for organizing county war history committees to collect and preserve the historical records of Michigan counties, and to make a permanent record of the participation of the citizens of Michigan in the Great War.

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MICHIGAN HISTORICAL COMMISSION
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MICHIGAN HISTORICAL COMMISSION

A State Department of History and Archives

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MICHIGAN WAR RECORDS

The Michigan Historical Commission and the Michigan War Preparedness Board request your help in gathering the following records to be used in preparing the official volume or volumes of "The History of Michigan in the Great War."

Purpose

1. To make an accurate, complete and permanent record of the activities of the citizens of Michigan in the Great War.
2. To insure the full and fair treatment of the counties, cities and villages of Michigan in the official State history of the war.
3. To preserve for the use of schools, writers and citizens for local use the local records of the Great War,—records which will be as interesting and valuable to future citizens as are the records of the Civil War or the Revolution to citizens of today.

Important

1. "Tell us about the Great War. That will be a universal plea of tomorrow. Men and women feeling its results will seek to know its origin, growth and consummation. The story must be ready,—accurate, rich in detail, unbiased and living."
2. "Every man and woman who has lived the War can help to save its records."

3. Saving these records is not a matter of elegant leisure, or historical inclination. It is a matter of patriotism, of civic pride, of personal pride in one's share in the common good.
4. The story of the war cannot be fully told from official records. These furnish the skeleton. The human muscle, sinew, nerve and tissue of the war must be built from the stories of service flags, from the records of the communities. Letters, diaries, newspapers, posters, window-cards, etc., tell the story in human terms.
5. It is our privilege to impress the significance of these bits of history and the importance of preserving them. It is your privilege to help, and without your help little can be done.

Now

1. Immediate action is imperative. Other States are acting with zeal. Several States, including Wisconsin, Minnesota, Iowa, Illinois, Indiana, Ohio,—all the States surrounding us,—are well under way.
2. Some of the States began active organization of the work in their local communities at the beginning of the war. The Michigan Historical Commission called attention to the need of this work and to possible methods in 1917, through its quarterly publication, *The Michigan History Magazine*, and some response has been made.

What Have You Done?

1. Some have told us, and we are using their suggestions in this announcement.
2. Will you not be kind enough to tell us specifically and in as much detail as you can what you have done or are planning to do in this line?

3. We should like to know your experience, the obstacles met, how overcome, your ways and means, and any constructive idea that may help others, that we may bring it to their attention.

To Whom to Report

1. The collecting of the three classes of records, numbered 1, 2 and 3, below is in care of the Michigan War Preparedness Board. Reports on these materials should be made to that Board.
2. The collecting of the records of the civilian activities related to the war is in charge of the Michigan Historical Commission. It is the purpose of the Commission to make a complete collection of all records that will show what the men, women and children of Michigan have been doing and thinking with reference to the war or as a result of the war. Reports of progress in collecting these materials should be made to the Historical Commission.

Records Should Be Made

1. Personal military service
2. Personal naval service
3. Personal aviation service
4. Letters, diaries, etc., of men and women in war service or civilian service related to the war
5. Pictures, posters, museum materials
6. Official civilian war service organizations
7. War relief organizations
8. Federal administration in the county.
9. State administration in the county
10. County, town, city, and village government
11. Public utilities corporations
12. Political organizations and public meetings

13. Schools, libraries, churches
14. Fraternal and patriotic organizations ,
15. Clubs,—of business men, professional men, farmers, women, children
16. Newspapers, periodicals, war literature
17. Stores, banks, factories, mills, mines
18. Transportation and express companies
19. Postoffice, telegraph and telephone offices

Remarks

Records in classes 1, 2 and 3, are cared for, as explained above by the Michigan War Preparedness Board.

4. Collect diaries, letters from soldiers in camp or at the front, war correspondence of citizens, all manuscript accounts of the participation of Michigan men, women and children in the war. Much of this has been published in the newspapers, but the originals will have far greater interest for posterity. The ordinary library methods of caring for manuscripts,—card system, envelope or scrap book—will answer. Consult your public librarian. Accurate copies should be made if originals cannot be obtained. Soldiers and sailors and their relatives and friends should be requested to furnish these materials as a public service. Place and date of each letter should be obtained if not given in letter, and noted on attached slip of paper.
5. Display of pictorial and museum materials will stimulate public interest in the collecting. A complete collection would make possible a pictorial history of the county's war activities. In such a collection should be pictures showing

Individual soldiers and sailors	Local boards and committees
Enlisting scenes	Public meetings
Draft scenes	War relief work
Entraining of troops	Loan and W. S. S. drives
Camp scenes	Parades and celebrations
Military and naval equipment	Industrial scenes
Army and navy scenes	War gardening
Bands and orchestras	School scenes
Home defense scenes	Enemy activities
Civilians in war work	Etc., etc.

Each print should be carefully dated and labelled and furnished with an explanatory note.

Moving picture films should be added.

Kodak views by amateurs as well as pictures by professional photographers should be gathered. Newspaper editors, business men, club women, executive heads of all the county war activities should be enlisted to make the work a success.

Related museum materials exist in abundance, such as

Cartoons
Posters and placards
Post-cards
Sketches and drawings
Paintings
Maps

Objects of allied, native and enemy origin should be gathered, such as

Service flags
Pennants and banners
Flags of the nations
Military and naval equipment
Trophies and souvenirs
Medals
Buttons, pins and badges
Local war service devices

6. Much interest attaches to the work of the official civilian war service organizations, such as

County War Board
County Council of Defense
Recruiting office
Draft Board
The Red Cross
Loan and W. S. S. committees
Food and Fuel Administration
Employment Bureau

All correspondence and records of these organizations should be gathered, together with a summarizing report by each executive head. A directory of these organizations giving names and addresses of officers, leading workers and members, would serve as a record and also be of value to those gathering materials.

7. Special interest attaches to the work of the less official war relief organizations, such as

Young Men's Christian Association
Young Women's Christian Association
Knights of Columbus
Catholic Women's War Relief
Young Men's Hebrew Association
Salvation Army
Special war relief agencies

The same remarks apply to these organizations as to those in class 6.

8. Federal administration in the county covers

The Drafts
Liberty Loans
War Savings Stamps campaigns
Food and fuel conservation

Four Minute Men's work

Regulation of railroads, telegraphs, telephones, express companies, industrial plants, power plants, alien enemy property, and pertinent court decisions.

Acts of volunteer agencies cooperating with the Government.

The originals of some of these records, being Government property, may not be obtainable, but accurate copies should be made as far as possible.

9. Same remarks apply to State as to National administration.

10. County and municipal records, while officially preserved, are not always complete in official collections; especially printed materials, such as reports, hand-bills, proclamations and other materials of interest growing out of official action. Copies of all such materials pertaining to the war should be procured and preserved.

11. Announcements, notices and orders relating to the war, made by public utilities corporations such as gas and lighting plants, power plants, bus and street car lines, etc., all corporations of public service acting under municipal franchise.

12. Manuscript reports of discussions and resolutions of political, social, labor, business, professional and other public meetings held in the county for war purposes should be secured if possible together with the newspaper reports.

13. Schools, libraries and churches

a. (1) Records showing war service of the schools and the effect of the war upon the schools.

(2) Records of war service of students, faculty and alumni in Liberty Loans, War Savings Stamps campaigns, Red Cross, War Camp Community service, public speaking, etc.

(3) Records of meetings of school boards and teachers, showing changes in policy, courses, texts, or teaching staff, such as elimination of German, introduction of military training, Americanization, vocational rehabilitation.

(4) Records of teachers' associations.

b. Records of local work of the American Library Association, and of the local public library in supplying books to the camps, in furnishing war information and propaganda to citizens, in cooperating with war service organizations, in gathering local war literature such as books and pamphlets, magazine and newspaper articles, music and poetry, etc., written by citizens of the county on war themes.

14. Records of fraternal and patriotic organizations such as—

Lodges and beneficiary societies
The Grand Army of the Republic
Woman's Relief Corps
Daughters of the American Revolution
Loyalty League

15. Records of clubs, such as—

Chamber of Commerce
Kiwanis Club
Rotary Club
Grange
Farmers' Club
Gleaners
Women's Club

Literary Club
Boy Scouts
Girl Scouts
Camp Fire Girls

16. A complete newspaper file is of course the most complete single record of all the county's war activities. Such files of all local newspapers should be in the Public Library. If not complete, they should be completed as early as possible from the files of the publishers or from offices and homes. The newspaper will generally advertise if needful for missing numbers. All publications issued at Camp Custer, Selfridge Field and the Great Lakes Naval Training School should be included. Periodicals as well as newspapers should be added to the collection. Duplicate numbers of all publications should be secured if possible,—one for clipping articles of special interest, which should be filed or placed in scrap-books in some way to permit re-arrangement. All clippings should be marked with name of the paper and date of publication.

17. This class of records includes a large amount of vital economic material. The collection should contain—

Names of firms and companies, their chief officers and employees
Copies of Government contracts and correspondence relating to them
Statistics of goods for Government use shipped to particular places, with amounts to each place
Cost of goods to the Government
Records showing attitude of laborers and labor organizations
Price lists and market quotations
Advertisements showing effect of the war
Reports and financial statements

18. See 8.

Keep Records in the County

1. County war collections should be kept in the county. Duplicates only should be sent out of the county, to the State Historical Commission at Lansing, or elsewhere. The Commission is interested only in getting the records preserved, not in possessing them.
2. The best place to put them is a room in the new Soldiers' and Sailors' Memorial Building, which is being urged for every county by the State Reconstruction Committee appointed by the Governor.
3. The next best place is the Public Library at the county seat, or the most frequented city or population center of the county.
4. If neither place is available, the school house may answer, or the City Hall, or the Court House, or a bank vault.
5. The place chosen should be as nearly fireproof as possible, and accessible to the public. For this reason the Public Library may be at least temporarily the best depository for the records.

Organizing the Work

1. Helpful suggestions are made by Prof. Milton R. Gutsch, University Director of Texas War Records Collections, and by Dr. Milo M. Quaife, Chairman of the Wisconsin War History Commission. Those of most value to Michigan County Directors are here reproduced with slight modification.

2 *Committees.*—The County Director of records collecting should appoint such committees as may be needed to carry on the collecting systematically, thoroughly and rapidly.

3. *Personnel.*—An effective committee will contain those who have been most active in "making history." It should comprise as many as possible of the executive heads of war activities and of the various civilian war service organizations. It should have in addition well known representatives from some of the leading educational, business, professional, and governmental organizations of the county, with due regard to personal qualifications.

3. *Sub-committees.*—In all counties, the County Director or the Chairman of the County Committee should appoint a sub-committee for each township. In thickly populated counties a sub-committee may need to be appointed for each school district, city, village, or precinct, whose chairman should in turn appoint assistants.

4. *Procedure.*—The County Director will find it most effective to delegate to each member of the County Committee definite material to collect, or a definite area to cover so that each will have a definite task and be responsible therefor to the Committee. The same with the sub-committees and with each active worker, down to the smallest area to be canvassed. The county may be divided into sections small enough so that each section can be canvassed by one person, to whom may be assigned the responsibility of collecting all the various kinds of records and data available in that section. This "block system" is particularly serviceable for the acquisition of data and records that may be found in private homes.

5. *Advertising.*—The local newspapers have a keen sense of the importance of this work. Editorials and news items will be printed from time to time as the work

proceeds. The press will help all that is possible, but do not rely on it too much, to the neglect of personal interviews, personal letters and telephone conversations. See people, use the mails and the telephone, and make the contact with the sources of information as personal and direct as possible.

6. *Public Schools.*—The most powerful single aid, next to the press, is the school. Every teacher should be on one of the Committees. Through the teachers and pupils the homes may be reached directly. Teachers, children and parents will be glad of the opportunity to help. Patriotic school societies may be organized in every school to assist the work of the war history committees. The Wisconsin State Department of Education has issued a pamphlet entitled, "Suggestions on Organization of School Societies" for this purpose. In this way may be organized a veritable standing army of children collectors covering every square mile of the county and every family contained in it. Where possible, have the teacher offer credit for work in collecting war material.
7. *Parochial Schools.*—Where parochial schools exist, their interest and cooperation can be readily enlisted through the organizations in charge.
8. *Libraries.*—The Public Librarian is a most natural ally of this work, and is in close touch with the homes and schools and with all of the leading public activities concerned in the war. The aid of the Library will be specially valuable in advertising the campaign for material and in housing it when collected.
9. *"Historical drives."*—The spring and early summer is the very best season to begin work. It should be made a prominent part on the program of every pioneer and

historical meeting or family or home-coming or basket picnic or other warm weather festivity. Another good season is in the fall after harvest and crops are in and people are beginning to settle down to the in-door social and literary activities. The return of the soldiers and sailors will add impulse to the work and their clubs and reunions can be of great assistance as mediums through which to "carry on."

10. *Financing.*—The small sums of money that will be needed to pay for printing and postage in the course of the work may be raised by having a Tag Day or some entertainment for which a small charge is made. All patriotic citizens would respond to the call made for such a purpose.

Reports on the Records

1. Several states have prepared a prospectus of county war history, both to supply aid in arranging the records collected and to suggest a general outline which the county historian may readily adapt to any given conditions in writing the war history of the county.

2 Among the best of these outlines is that published by the Indiana Historical Commission, which, with due acknowledgments, is substantially reproduced in the following pages, with additions from material prepared by the Pennsylvania War History Commission.

Our County in the Great War

A. Military Activities
  I. The Army
    1. Michigan National Guard
      a. History of local company
      b. Roster of members
      c. Previous military experience
      d. Mobilization for Great War
      e. History in service
    2. Recruiting
      a. Volunteers in U. S. army
      b. Volunteers in foreign armies
      c. Local recruiting stations
      d. Local recruiting campaigns
    3. Selective Service Act in operation
      a. Organization of local Draft Boards
      b. Administrative machinery
      c. Work of Draft Boards
      d. Incidents of the drafts
      e. Demonstrations attending departure of men
      f. Number of men drafted
      g. Exemptions
        (1) For physical reasons
        (2) For industrial reasons
        (3) For other reasons
      h. Slackers and deserters
      i. Men from the county in various branches of military service.
  II. Military record of men and women from the county
    1. Names of men killed, wounded, prisoners
    2. Men receiving honors
    3. Candidates for Officers' Training Schools
      a. List of candidates accepted
      b. Camps where trained
      c. Names of those commissioned
      d. Assignment for active duty

4. Doctors and surgeons
5. Nurses
6. Biographical sketches

III. Families sending men to service
1. 1-star homes
2. 2-star homes
3. 3-star homes
4. 4-star homes

B. Naval activities

I. The Navy
1. Recruiting
2. Men of the county in U. S. naval service
3. Names of killed, wounded, prisoners
4. Men receiving honors
5. Men obtaining commissions
6. Doctors and surgeons
7. Nurses
8. U. S. Marine hospitals in the county
9. Families sending men to the service
10. Vessels manned in part by men from the county
11. Naval vessels built on shores of county
12. Biographical sketches

II. Naval Reserve Forces
1. Enlistments
2. History of men
3. Honors and promotions
4. Vessels manned in part by men from the county

III. Marine Corps
1. Enlistments
2. History of men
3. Honors and promotions

IV. Naval Militia
1. Enlistments
2. War service of men
V. Coast Guard
1. Enlistments
2. History of men

C. Aviation
I. History of men
1. In army aviation service
2. In navy aviation service
II. Honors and promotions
III. Aviation camp

D. Civilian activities
I. On the Eve of War
1. Population and racial sympathies
2. Social and economic conditions
3. Commerce and trade
4. Local pre-war issues
5. Public opinion on State and National issues
6. The call to service
II. War Propaganda
1. Means used to stimulate support of the war
2. Organizations of a national character operating in the county
3. Local organizations
4. Literature, posters, etc., used to foster loyalty
2. Community singing
6. Pageants, parades, etc.
7. Flag-raisings, service flags, Red Cross flags, Bond flags, buttons, etc.
8. Work of business houses through circulars, newspaper advertisements, etc.
9. Organized speaking
a. Four minute men
(1) Organization and Personnel
(2) Special campaigns
b. Women speakers

10. The press
    a. Editorials
    b. Letters to the public
    c. Contributed articles
11. The pulpit
    a. Sermons
    b. Public addresses
    c. War lectures
12. The schools and colleges
    a. Mass meetings and patriotic rallies
    b. War plays and pageants
    c. War courses
    d. War lectures
13. The theater
    a. Motion pictures
    b. War programs
14. Loyalty League and similar societies
    a. Organization and personnel
    b. Activities

III. Opposition to the War
1. Character of opposition
    a. Pacifists and conscientious objectors
    b. Pro-German sympathizers
    c. Alien enemies
    d. I. W. W.
    e. Spies and German agents
2. Means taken to oppose the war
    a. Speeches, sermons, newspaper articles, foreign language press
    b. Secret associations
    c. False and malicious reports
    d. Interference with draft
    e. Attacks upon factories, etc.
    f. Labor difficulties fomented

IV. Means taken to circumvent opponents of war
  1. Treatment of concientious objectors
  2. Aliens interned
  3. Registration of alien enemy men and women
  4. Regulation of liquor traffic
  5. Control of profiteering
  6. Instances of community action against suspects
  7. Work of newspapers and war propaganda agencies in overcoming pro-German sentiment.
  8. Treatment of foreign language press
  9. Control of alien enemy property

V. Home Defense
  1. County War Board
    a. Establishment
    b. Personnel
    c. Duties
    d. Methods
    e. Activities
  2. Women's committee, Council of National Defense
  3. Other local organizations
  4. Work done
  5. Work of State Constabulary
  6. Work of Home Guards

VI. Camp and Army Welfare Work
  1. The local Y. M. C. A.
    a. History of organization
    b. Personnel
    c. Financing and funds raised
    d. Y. M. C. A. war secretaries
    e. Special service in camps or abroad
  2. The Y. W. C. A.
    (Same treatment as Y. M. C. A.)
  3. K. of C.
    (Same treatment as Y. M. C. A.)

4. Catholic Women's War Relief
5. The Y. M. H. A.
6. The Salvation Army
7. The Women's Relief Corps
8. The G. A. R.
9. The D. A. R.
10. Daughters of 1812
11. Women's Clubs
12. Boy Scouts
13. Camp Fire Girls

    The National League for Women's Service in Michigan
14. Library War Work
    - a. Book drives
        - (1) Campaign for books and funds for Camp Custer
        - (2) American Library Association drive, September, 1917
        - (3) Other book drives for army camps
    - b. Local war work
        - (1) Collecting of war material
        - (2) War Museum
        - (3) Work for County War Board and Council of Defense
        - (4) Special war work
    - c. Librarians in service
        - (1) Camp librarians
        - (2) Hospital librarians
        - (3) Other branches of service

VII. The Red Cross
1. History of local organization
    - a. Formation of local chapter
    - b. Plan for first drive, June, 1917
    - c. Allotment to each city and township
    - d. Names of canvassers
    - e. Important meetings held

f. County's quota
g. Total amount subscribed

2. Christmas membership campaign, 1917
   a. Plan of campaign
   b. Total membership
      (1) County
      (2) Township
3. Second Red Cross drive, May, 1918
   a. Organization
   b. County's quota
      (Treat as above)
4. Christmas membership campaign, 1918
   (Treat as above)
5. Work of local Red Cross chapter
   a. Knitting
   b. Surgical dressings
   c. Comfort kits
   d. Auction sales
   e. Canteen service
   f. Nursing
6. Work of Junior Red Cross
   (Treat as above)
7. Special War Relief Work
   a. Belgian
   b. Serbian
   c. French
   d. Armenian
   e. Adoption of war orphans
   f. Reconstruction agencies
   g. Education and employment of rehabilitated soldiers and sailors

VIII. Industry and social welfare
1. Women workers
2. Child-labor and child welfare
3. Settlement work and results
4. Housing problems, how solved

5. Work of philanthropic organizations
6. Work of individual philanthropists

IX. Agricultural War Work
1. Mobilizing agricultural resources
   a. Campaign for increase of crop yield
   b. Farmers' response
   c. County organization
   d. Selection of seed
   e. Building silos
   f. Acreage and production
   g. Government contracts
2. Encouragement of agriculture
   a. Exemption to farm laborers
   b. Transfer of city labor to farms
   c. Help through employment bureaus
   d. Introduction of labor-saving machinery
   e. Improved methods of farming
   f. Twilight harvesting clubs
   g. Rural credits system
   h. County fairs
   i. Farmers' clubs
      (1) The Grange
      (2) The Federation of Farmers' Clubs
      (3) The Gleaners
3. Women in Agriculture
   a. County demonstrator
   b. Farm manager
   c. Farm laborer
   d. Buttermaking clubs
   e. Poultry raising clubs
   f. Other clubs
   g. Cookery
      (1) Work of instructors
      (2) War foods
      (3) War recipes

4. War Gardens
    a. Campaign for war gardens
    b. Personnel of committees
    c. Allotment to school districts
    d. Number and size of gardens planted
    e. Prizes offered
    f. Cooperation of schools
    g. Statistics of production
5. Boys' and Girls' clubs
    a. County organization
    b. Township and local organization
    c. Personnel of committees
    d. Plans for enrolling boys and girls
    e. Attitude of parents
    f. Boys who earned service buttons
    g. Number enrolled, in county, township, school district

X. Food Administration
1. County organization
    a. County food administrator
    b. Township and local committees
    c. Duties and instructions
    d. Attitude of people
    e. Campaign for food conservation
    f. Lectures and demonstrations
    g. Canning clubs
    h. Baking demonstrations
    i. War menus
    j. Voluntary saving
    k. Threshing committees
    l. Visits and reports
2. Compulsory regulations
    a. Copies of orders regulating sales
        (1) Sugar
        (2) Flour
        (3) Meats

b. Price lists on all food products
c. Licenses issued to retailers and distributors
d. Licenses revoked
e. Hoarding of supplies
f. Violations reported
g. Penalties assessed
h. Estimated savings in county
(1) Sugar
(2) Flour
(3) Meats

XI. Fuel Administration
1. County organization
a. County fuel administrator
b. Township and local committees
c. Survey of fuel supplies
(1) Coal
(2) Wood
d. Cord-of-wood campaign
e. Public wood choppings
f. Heatless days
g. Lightless nights
2. Compulsory regulations
a. Copies of orders regulating sale and distribution of coal
b. Fixing of prices
c. Closing orders
d. Violations reported
e. Penalties assessed
f. Effect of coal shortage on industries
g. Estimated saving of coal

XII. Mining
1. Copper
2. Iron
3. Other metals
4. Coal
5. Miscellaneous

XIII. Manufacturing
- 1. Development of manufactures during the war
  - a. Output of peace-time products
  - b. War industries
  - c. Contracts with the Government
- 2. Labor supply
  - a. Hours of labor
  - b. Wages
  - c. Organized labor
  - d. Labor disputes
  - e. Old men, women and children
  - f. Industrial exemptions
  - g. Work or fight order
- 3. New inventions and industries
- 4. Enemy activities against
- 5. Federal control

XIV. Commerce and trade
- 1. Effect of war
- 2. New methods of trade
- 3. Important war work of Chambers of Commerce, Boards of Trade, etc.
- 4. Improvement of port facilities
- 5. Local war prices
  - a. Price lists
  - b. Market quotations
  - c. War advertisements
  - d. Bank statements
  - e. Financial statements
    - (1) Stores
    - (2) Mills
    - (3) Factories
  - f. Price lists of wearing apparel

XV. Shipping and Merchant Marine
- 1. Shipbuilding before the war
- 2. Development during the war
- 3. Descriptions of shipyards

4. Amount of tonnage built
5. Labor and wages questions
6. Relation to the draft

XVI. Transportation and Communication
1. Pre-war conditions
2. New war demands
3. Priorities in shipments
4. Local embargoes
5. Increases in rates
6. Special treatment of
   a. Steamship lines
   b. Railroads
      (1) Large systems
      (2) Short lines
      (3) Federal control
      (4) Shortage of rolling stock and fuel
   c. Street and electric railways
   d. Canals
   e. Improvement of roads
   f. Development of motor-truck transportation
   g. Telegraphs: Federal control
   h. Telephones: Federal control
   i. Express companies: Federal control
   j. Postal system
7. Labor and wages questions

XVII. Financing the war
1. The Liberty Loans
   a. First Loan drive
      (1) County organization
      (2) Committee in charge
      (3) Township committees
      (4) Quota assigned
         (a) County
         (b) Cities
         (c) Townships

(5) Plan of campaign
(6) Special features adopted
(7) Interesting incidents
(8) Time required to meet quota
(9) Total amount subscribed
(10) List of all bond buyers

b. Second Loan drive
(Same as above)
c. Third Loan drive
(Same as above)
d. Fourth Loan drive
(Same as above)
e. Fifth Loan drive
(Same as above)

2. National taxation
   a. Persons taxed on incomes
   b. Taxes collected
      (1) In county
      (2) In townships
      (3) In cities
3. War Savings Stamps
   a. Personnel of committees
   b. County's quota
   c. Terms of sale
   d. Special drives in county
   e. Assistance
      (1) Schools
      (2) Churches
      (3) Clubs
      (4) Labor unions
      (5) Stores
   f. Total sales in county
4. War chest and other local expedients
5. State taxes
6. County and municipal taxes

7. Banks and trust companies
    a. Control in war times
    b. Part in loan issues
    c. Extension of credit to agriculture and industry

XVIII. Local government
1. County government
    a. How affected by the war
    b. Specific war work
2. Town governments
    (See topics under county government)
3. City government
    (See topics under county government)
4. Village governments
    (See topics under county government)

XIX. Sanitation and Public Health
1. General health conditions in county during the war
2. Conditions during the epidemic of influenza

XX. Education
1. Effort to keep schools open
2. Appropriations and gifts
3. Changes in curriculum
4. Americanization work
5. Special educational courses for national service
6. War work of schools and colleges in the county

XXI. War Activities of Churches
1. Work of individual congregations
2. War spirit as shown in sermons, etc.
3. "Conscientious objectors"
4. Army and Navy chaplains furnished from county

XXII. Literature and the Press
1. Literary Club
2. War poetry, histories and stories

3. "Letters from the boys"
4. Effect of the war on county newspapers and periodicals
   a. Editorial
   b. Advertising
   c. Circulation
5. War work of newspapers and periodicals

XXIII. Science and the Arts
1. Inventions made in county
2. Local painters, designers, sculptors and architects

XXIV. After-the-war problems and readjustments
1. Farm labor, products and prices
2. The industries
3. Commerce and trade
4. Banking and finance
5. Shipping and merchant marine
6. Transportation and communication
7. Release of Federal control
8. Care of returned soldiers and sailors
9. Relief work on a peace basis

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